

Approved	Declined
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Insert the **Individual Registration and PD Resolution Numbers**, here-below, if the FLISP Application is **Approved**:

Individual Registration No.		Individual PD Resolution No.	
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If the application is declined, state the **reason(s) for the decline**:

1.	
2.	
3.	
4.	

In case of incomplete information, contact: *[to be completed by applicant]*

Full Names:			
Address:			
	Postal Code:		
Telephone Home:	[code:]	Work:	[code:]
Cell-phone:	[code:]	Fax:	[code:]
Email address:			

Tick the applicable box

In the Application Form “PD” means the “**Provincial Department**” responsible for Housing and Human Settlements issues; and the “**NHFC**” refers to the “**National Housing Finance Corporation**”, which is acting as the Implementing Agent on behalf of the relevant Provincial Department for the administration of FLISP in the Province.

For office use only
* Tick (✓)



TABLE 1

All documents must be CERTIFIED COPIES and must be kept by the NHFC/PD <i>(confirm receipt thereof by inserting a ✓ or ✗ in the applicable box)</i>		Applicant	Spouse	Official use only
1.	R.S.A. Bar Coded Identity Document (where applicable)			
2.	Bar Coded Permanent Residence Permit (where applicable)			
3.	Birth Certificate bearing the 13-digit ID Number / RSA ID of all financial dependents listed			
4.	*Marriage Certificate, Civil Union Certificate or Co-habiting Affidavit (where applicable)			
5.	Divorce Settlement documents, including proof children custody (where applicable)			
6.	Spouse's Death Certificate (where applicable)			
7.	Proof of Monthly Income			
8.	Home Loan Approval in Principle / Grant Letter as issued by Lender / Bank (where applicable)			
9.	Agreement of Sale (where applicable)			
10.	Building Contract and Approved Building Plan (where applicable)			
11.	Court orders or orders issued by the Commissioner of Child Welfare as proof of guardianship for foster children (where applicable)			

** Affidavits required in respect of informal marriages solemnised in terms of SA Civil Law and accompanied by sworn statements to prove the authenticity of the relationship of the applicants*

TABLE 2(i) *(for Office use only)*

PROCESS RECORD		DATE	SIGNATURE	
			Official	Supervisor
1. Application Received				
2. Electronic Procedural Check				
3. Application Returned for Correction from PD				
4. Application Returned Corrected				
5. Data Captured				
6. Data Verified				
7. Searches Completed:	a) Home Affairs			
	b) Deeds Office			
	c) National Housing Database Programme			
	d) PERSAL, where applicable			
	e) UIF			
	f) GEPE, where applicable			
8. Date Subsidy Approved by PD				
9. Date Applicant notified of PD's decision				

TABLE 2(ii): FUNDING DETAILS IN RESPECT OF PURCHASE OF PROPERTY *(for Office use only)*

TOTAL PRODUCT PRICE	R
a) Subsidy	R
b) Amount of Home Loan	R
c) Own Cash Contribution (if any)	R
Total:	R
d) Subsidy amount qualified for	R
e) Total Bond qualified for	R
Total Subsidy Amount Qualified for:	R



SECTION A: PERSONAL DETAILS: (To be completed by all Applicants)								
A "Spouse" is defined as a Husband, Wife or Long Term Partner co-habiting with the Applicant for a period of at least 6 months in succession at the time of application.								
Marital Status:	Period	Marital Status	Period					
Married		Habitually Co-habiting with long term partner						
Divorced with dependants		Divorced without dependants						
Single with dependants		Single without dependants						
Widow/Widower with dependants		Widow/Widower without dependants						
DETAILS of the APPLICANT(S)				SPOUSE (or Deceased Partner)				
Surname:								
Maiden/Former Surname:								
Full Names (first3 only):								
Gender:	Male		Female		Male		Female	
Race{ <i>For Statistical Purposes</i> }: If "other" specify:	African		White		African		White	
	Coloured		Indian		Coloured		Indian	
	Other				Other			
RSA ID Number:								
Residential Address:								
						Postal Code:		

SECTION B: DETAILS OF ALL DEPENDANTS																
Surname	Initials	ID / 13-digit Digit Birth Certificate No.										Age	Relationship to Applicant	Gender		
															F	M
															F	M
															F	M
															F	M
															F	M
															F	M



SECTION C: MONTHLY INCOME DETAILS <i>(to be completed by Applicant)</i>			
<i>[(*) if "Yes, insert details, e.g. Name of Employer if Employed, type of Social Grant, etc.]</i>			
		Applicant	Spouse
Indicate if you are:	Fulltime Employed *		
	Self Employed *		
	Social Welfare *		
Basic Monthly Income:		R	R
Housing Allowance Payable (Loan Interest Subsidy):		R	R
Social Welfare Grant:		R	R
TOTAL:		R	R
JOINT TOTAL (Applicant and Spouse)		R	
Amount of Bond Applied for		R	

SECTION D: DETAILS OF CITIZENSHIP <i>(To be completed by Applicant)</i>		
Are you a South African Citizen	YES	NO
If you are not a South African Citizen supply the following:		
• Country of which you are a Citizen		
• South African Permanent Residence Permit Number		
• Date Permit was Issued		

SECTION E: DETAILS OF PROPERTY TO BE PURCHASED WITH SUBSIDY <i>(To be completed by Applicant)</i>			
Name of Seller:			
District:		Municipality:	
Township:		Erf (Stand) / Lot Number:	
Township Extension:		Unit Number:	
Description of Dwelling	Flat (Name of Building and Street Address)		
	House (Street Address)		
Type of Tenure	Ownership		Other, specify:



SECTION F: DETAILS OF CONVEYANCER			
Name:			
Postal Address:			
		Postal code:	
Conveyance Fee:	R		
Approval Code of Lender:			
Telephone no.:	[code:]	Fax no.:	[code:]
Email address:			

SECTION G: DETAILS OF LENDER FOR A FLISP APPLICATION			
Name:			
Postal Address:			
		Postal code:	
Approval Code of Lender:			
Telephone no.:	[code:]	Fax no.:	[code:]
Email address:			

SECTION H: DETAILS OF CONTRACTOR/BUILDER <i>(to be completed by Contractor/Builder)</i>			
Name:			
Postal Address:			
		Postal code:	
NHBRC Registration no.:			
Telephone no.:	[code:]	Fax no.:	[code:]
Email address:			



AFFIDAVIT BY APPLICANT & SPOUSE/PARTNER*

FLISP Conditions:

I/We, _____

(full names)

The undersigned applicant, do hereby solemnly / under oath** declare:

1. That all the information contained in this FLISP Application form is true and correct and that all material facts have been disclosed therein.
2. That neither I nor my 'Spouse' (as defined in Section A of this form)
 - a. Currently owns or has ever previously owned any residential property in full ownership, leasehold or deed of grant; has ever purchased a State-subsidised residential property of which transfer has not yet been taken;
 - b. has previously received financial assistance from the Government of the Republic of South Africa or Independent development Trust or the former Self Governing Territories or TBVC States or any other State financed subsidies in order to acquire a residential property; and have estates that, at the date of this application, have been sequestrated or made insolvent.
 - c. That the information supplied with regard to dependants, is correct.
3. That all details given in this application form with regard to me/us, income and employment status is true and correct.
4. I/We, further acknowledge:
 - a. That should the property which we are to acquire not have been transferred to us within three months after the date on which the Provincial Department has made the subsidy amount available to us, the Provincial Department shall, at its discretion, be entitled to withdraw the subsidy.
5. That we are aware that if any information supplied by us in this application is incorrect or fraudulent, the Provincial Department may take appropriate legal action against us and may also institute a criminal prosecution.
6. That the FLISP subsidy is a once-off amount that must be used to reduce the principal Loan amount to render the Loan repayment instalments affordable or to make good any shortfall between the qualifying Loan amount and the purchase price of the Unit, provided that the purchase price of a Unit may not exceed R300 000 (three hundred thousand rand) inclusive of value added tax (VAT) for the 2012/13 National Government financial year and shall not be used to increase the principal loan amount or to finance the costs attached to the transfer or the property or the registration of the mortgage bond.
7. That I have read the FLISP Conditions of Subsidy and fully understand the conditions as set out therein.



APPLICANT

SPOUSE/PARTNER

Full names and Surname:

Full names and Surname:

.....

.....

I.D. Number:

I.D. Number:

.....

SIGNATURE OF APPLICANT

.....

SIGNATURE OF SPOUSE/PARTNER

COMMISSIONER OF OATHS

I CERTIFY that the Deponent/s has/have acknowledged that he/she/they* know and understand the contents of their affidavit's, which was/were signed and sworn to/affirmed** before me at.....on this..... day of of the year 20

OFFICIAL DATE STAMP

Full names and Surname:

.....

Identity Number.....

Capacity:

Postal Address:

Area:

.....

SIGNATURE OF COMMISSIONER OF OATHS

